

**COOKEVILLE CITY COUNCIL  
REGULAR MEETING  
AUGUST 7, 2003  
6:00 P.M.**

The Council of the City of Cookeville met in regular session on Thursday, August 7, 2003, at 6:00 p.m., in the Municipal Building, 45 East Broad Street. Invocation was given by Mayor Womack. Pledge of Allegiance was led by Mayor Womack. Mayor Womack then called the meeting to order and asked the Clerk to call the roll. Present and answering roll call were:

Mayor Charles Womack  
Vice-Mayor Steve Qualls  
Councilman Jean Davis  
Councilman Sam Sallee  
Councilman Ricky Shelton

Also present: Jim Shipley, City Manager; Stephanie Miller, City Clerk; and Mike O'Mara, City Attorney.

**CONSIDER APPROVAL OF  
AGENDA AS PRESENTED**

Councilman Sallee made a motion, seconded by Councilman Davis, to add item #13 – consider approval of soccer contract amendment & remove item #4 – consider Resolution #R03-08-15, requiring the Town Centre Public Building Authority to submit annual financial statements to the City Manager to include in his financial report to City Council, and require TCPBA to establish a building repair/maintenance reserve. Upon call for a vote, the following voted aye:

Mayor Charles Womack  
Vice-Mayor Steve Qualls  
Councilman Jean Davis  
Councilman Sam Sallee  
Councilman Ricky Shelton

The City Clerk announced that the motion carried.

**OLD BUSINESS:**

**CONSIDER APPROVAL OF MINUTES  
OF COUNCIL MEETING HELD ON  
JULY 17, 2003**

Councilman Shelton made a motion to dispense with the reading of the minutes and approve said minutes as submitted. The motion was seconded by Councilman Sallee. Upon call for a vote, the following voted aye:

Mayor Charles Womack  
Vice-Mayor Steve Qualls  
Councilman Jean Davis  
Councilman Sam Sallee  
Councilman Ricky Shelton

The City Clerk announced that the motion carried.

**COOKEVILLE CITY COUNCIL  
MINUTES  
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**NEW BUSINESS:**

**CONSIDER RESOLUTION #R03-08-14,  
AMENDING THE PEDESTRIAN  
CIRCULATION PLAN ELEMENT OF  
THE COOKEVILLE COMPREHENSIVE  
FUTURE LAND USE PLAN 1999-2020,  
BY ADOPTING AS A SUPPLEMENT  
THE PEDESTRIAN AND BICYCLE  
CIRCULATION PLAN**

Mr. Michael Boyd & Mr. Keith Lilly, of the Task Force, thanked the Council for their support.

Councilman Sallee made a motion, seconded by Vice-Mayor Qualls, to adopt Resolution #R03-08-14. Upon call for a vote, the following voted aye:

Mayor Charles Womack  
Vice-Mayor Steve Qualls  
Councilman Jean Davis  
Councilman Sam Sallee  
Councilman Ricky Shelton

The City Clerk announced that the motion carried.

**CONSIDER RELEASE OF CHAMBER  
OF COMMERCE 2003-2004  
APPROPRIATION**

Councilman Shelton made a motion, seconded by Councilman Davis, to approve the release of 2003-2004 appropriation to the Chamber of Commerce.

Mayor Womack made a motion, seconded by Councilman Sallee, to amend the original motion to increase the contribution to \$60,000 and base payment on performance criteria established by Mayor Womack, Dean of TTU College of Business & City Manager.

Upon call for a vote on the amendment to the motion, the following voted aye:

Mayor Charles Womack  
Councilman Sam Sallee

NAY: Vice-Mayor Steve Qualls  
Councilman Jean Davis  
Councilman Ricky Shelton

The City Clerk announced that the amendment to the motion failed.

Upon call for a vote on the original motion, the following voted aye:

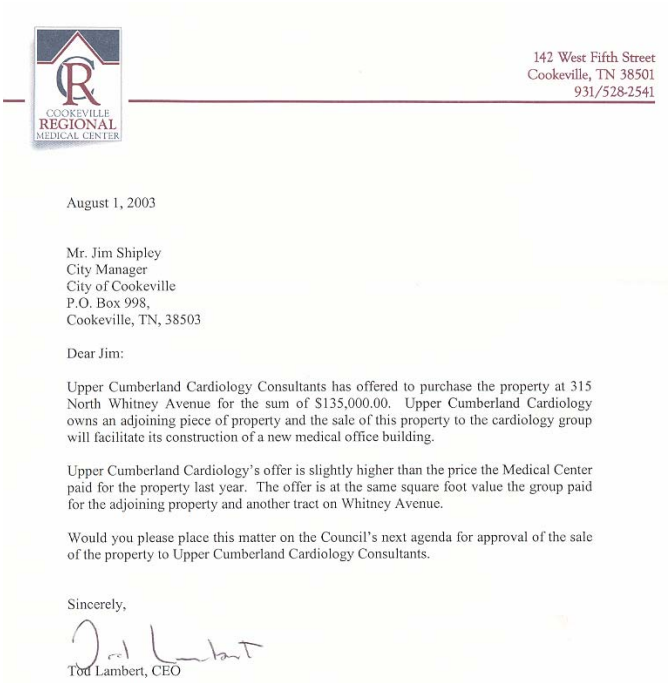
Vice-Mayor Steve Qualls  
Councilman Jean Davis  
Councilman Ricky Shelton

NAY: Mayor Charles Womack  
Councilman Sam Sallee

The City Clerk announced that the original motion carried.

**COOKEVILLE CITY COUNCIL  
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**CONSIDER FOR APPROVAL  
SALE OF PROPERTY AT  
315 N. WHITNEY AVENUE**



Councilman Davis made a motion, seconded by Vice-Mayor Qualls, to approve the sale of property at 315 N. Whitney Avenue. Upon call for a vote, the following voted aye:

Mayor Charles Womack  
Vice-Mayor Steve Qualls  
Councilman Jean Davis  
Councilman Sam Sallee  
Councilman Ricky Shelton

The City Clerk announced that the motion carried.

**CONSIDER APPROVAL OF GIS  
DATA EXCHANGE AGREEMENT**

MEMORANDUM

TO: CITY COUNCIL MEMBERS

FROM: Jeff Littrell, Director Codes Department

DATE: July 11, 2003

A proposal has been submitted which will coordinate the efforts of the City, Putnam County 911, and the County GIS entities. The main points of this proposal are:

A GIS Cooperative Council will govern the general operations of the enterprise.

The data exchange will include all geographically related data, and the GIS Cooperative Council will help minimize duplication and standardize data.

Each party will bear individual costs

All data will be available for use to any city or county agency.

The GIS Cooperative Council will also provide guidance for future GIS expansion, and investigate and govern sharing of this data with any outside agency.

I would ask for your approval of this proposed agreement.

**COOKEVILLE CITY COUNCIL  
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Councilman Shelton made a motion, seconded by Vice-Mayor Qualls, to approve the GIS Data Exchange Agreement. Upon call for a vote, the following voted aye:

Mayor Charles Womack  
Vice-Mayor Steve Qualls  
Councilman Jean Davis  
Councilman Sam Sallee  
Councilman Ricky Shelton

The City Clerk announced that the motion carried.

**CONSIDER APPOINTMENT OF  
CITY CLERK**

Jim Shipley, City Manager (due to the recent resignation of Ms. Stephanie Miller) recommended splitting the title of City Clerk/Finance Director, and appointing Ms. Cathy Lynn McClain, currently Deputy City Clerk since 1989, as City Clerk. He stated that he recently appointed Mr. Mike Davidson to be the Finance Director.

Councilman Shelton made a motion, seconded by Councilman Sallee, to appoint Ms. Cathy Lynn McClain, as Cookeville City Clerk. Upon call for a vote, the following voted aye:

Mayor Charles Womack  
Vice-Mayor Steve Qualls  
Councilman Jean Davis  
Councilman Sam Sallee  
Councilman Ricky Shelton

The City Clerk announced that the motion carried.

**CONSIDER REAPPOINTMENTS TO  
THE ALCOHOLIC BEVERAGE  
CONTROL BOARD**

**MEMORANDUM**

**TO:** Mayor Womack  
Vice-Mayor Qualls  
Councilman Davis  
Councilman Sallee  
Councilman Shelton

**FROM:** Stephanie Miller, City Clerk/Finance Director *SDM*

**DATE:** August 4, 2003

**RE: Vacancies on the Alcoholic Beverage Control Board**

There are two vacancies on the Alcoholic Beverage Control Board effective September 2003. Dr. Dillard Dycus & Mrs. Beth Brown has agreed to serve another four (4) year term. It is my recommendation to reappoint Mr. Dycus & Mrs. Brown. If you have any questions, please call me at 520-5278.

Thank you for your attention to this matter.

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Councilman Sallee made a motion, seconded by Councilman Davis, to reappoint Mr. Dillard Dycus & Mrs. Beth Brown to the ABCB. Upon call for a vote, the following voted aye:

Mayor Charles Womack  
Vice-Mayor Steve Qualls  
Councilman Jean Davis  
Councilman Sam Sallee  
Councilman Ricky Shelton

The City Clerk announced that the motion carried.

CONSIDER APPOINTMENTS TO  
THE JECDB (JOINT ECONOMIC  
& COMMUNITY DEVELOPMENT  
BOARD)

<u>PUTNAM COUNTY</u> <u>JOINT ECONOMIC &amp; COMMUNITY</u> <u>DEVELOPMENT BOARD</u>		
Required by State Law:		
County Executive	1	- Ex-Officio
Mayor of Cookeville	1	- Ex-Officio
Mayor/City Mgr of Algood	1	- Ex-Officio
Mayor of Baxter	1	- Ex-Officio
Mayor of Monterey	1	- Ex-Officio
Greenbelt land owner	1	- Appointed by County Commission
Optional Members:		
Cookeville City Councilman	2	- Appointed by City Council
Representative from Banking	1	- Appointed by City Council
Representative from Hotel/Motel Business	1	- Appointed by City Council
Representative from General Commercial	1	- Appointed by City Council
Representative from Retail	1	- Appointed by City Council
County Commissioners		
3	-	Appointed by County Commission
Representative from Regional Planning Bd.	1	- Appointed by County Commission
Representative from Key Mfg.	1	- Appointed by County Commission
Representative from Real Estate	1	- Appointed by County Commission
Representative from Small Business	1	- Appointed by County Commission
University President	1	- Ex-Officio
Director of Nashville State Tech	1	- Ex-Officio
Cookeville City Manager	1	- Ex-Officio
Director of Putnam County Schools	1	- Ex-Officio
CRMC CEO	1	- Ex-Officio
Cityscape Director	1	- Ex-Officio
Chamber Board Chairman	1	- Ex-Officio
Chamber Board Vice-Chairman	1	- Ex-Officio
Chamber Board Immediate Past President	1	- Ex-Officio
Chamber Board Secretary/Treasurer	1	- Ex-Officio
Chamber CEO	1	- Ex-Officio
Total JECDB	30	
<u>Executive Committee</u>		
Required by State Law:		
County Executive	1	- Ex-Officio
Mayor of Cookeville	1	- Ex-Officio
Optional Members:		
Mayor/City Mgr of Smaller Cities	1	- Appointed by the JECDB
City Manager of Cookeville	1	- Ex-Officio
JECDB Appointments	3	- Appointed by the JECDB

Councilman Shelton made a motion, seconded by Vice-Mayor Qualls, to establish the members terms as follows: City Councilmen – expires with term; Banking – 4 years; General Commercial – 4 years; Retail – 2 years; and Hotel/Motel – 2 years. Upon call for a vote, the following voted aye:

Mayor Charles Womack  
Vice-Mayor Steve Qualls  
Councilman Jean Davis  
Councilman Sam Sallee  
Councilman Ricky Shelton

The City Clerk announced that the motion carried


**COOKEVILLE CITY COUNCIL  
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The following were nominated to the JECDB:

- Council Appointment - Councilman Jean Davis    4 votes  
   Councilman Ricky Shelton    4 votes
- Banking - Mr. Gerry Whitehead – Bank of Putnam Co.    3 votes  
   Mr. Bill Ray – First Tennessee Bank    2 votes
- General Commercial - Mr. Kevin Carter – Ideal Distributing    5 votes
- Retail - Mr. Ron Winningham – Sears    3 votes  
   Mr. J. D. Parks – Randolph & Parks    2 votes
- Hotel/Motel - Ms. Karla Clarke – Baymont Inn & Suites    5 votes

The Clerk announced the following six (6) members are appointed to the JECDB: Councilman Davis, Councilman Shelton, Mr. Gerry Whitehead, Mr. Kevin Carter, Mr. Ron Winningham & Ms. Karla Clarke.

**CONSIDER APPOINTMENT TO  
THE COOKEVILLE REGIONAL  
MEDICAL CENTER BOARD OF  
TRUSTEES**



142 West Fifth Street  
Cookeville, TN 38501  
931/528-2541

August 1, 2003

Jim Shipley, City Manager  
City of Cookeville  
45 East Broad Street  
Cookeville, TN 38501


RE: CRMC Board of Trustees Nomination

Dear Jim,

Dr. Moore will complete his term on Cookeville Regional Medical Center's Board of Trustees on July 31, 2003. On behalf of the Board of Trustees of Cookeville Regional Medical Center, we respectfully submit the following nominees to the City Council for consideration in filling this position.

Jamie Cates, MD  
Dale Douglas, MD  
Steve Flatt, MD  
Charles Jordan, MD

I have enclosed the curriculum vitae for each of the above nominees for your review. We are requesting that this agenda item be considered at the next City Council meeting. Thank you in advance for your assistance.

Sincerely,  
  
Tod Lambert  
Administrator/CEO

TNL/dg

cc: Mike Patterson, Chairman, Board of Trustees

Enclosure

Councilman Shelton nominated Dr. Steve Flatt.

Mayor Womack nominated Dr. Jamie Cates.

Upon call for a vote on the nominations, the following voted aye:

- |             |  |
|-------------|--|
| (Dr. Flatt) | Vice-Mayor Qualls<br>Councilman Ricky Shelton<br>Councilman Jean Davis |
| (Dr. Cates) | Mayor Charles Womack<br>Councilman Sam Sallee                          |

The Clerk announced the appointment of Dr. Steve Flatt to the CRMC Board of Trustees, due to the expiration of Dr. Lee Moore.

COOKEVILLE CITY COUNCIL  
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Dr. Dale Douglas, Mr. Sam Glasgow & Dr. Vaughn Barnard spoke concerning this item.

CONSIDER AWARDING BID FOR  
VEHICLE SERVICING – ALL  
DEPARTMENTS

CITY OF COOKEVILLE  
BID TABULATION SCHEDULE  
VEHICLE SERVICING (1 YEAR)

DATE OF BID OPENING: JULY 31, 2003      TIME: 10:00 A.M.  
BIDS OPENED BY: STEPHANIE MILLER, CITY CLERK/FIN. DIR.  
BIDS WITNESSED BY: CATHY MCCLAIN, DEPUTY CITY CLERK  
DEPARTMENT: ALL

BIDDERS	5 QUARTS OIL & 1 FILTER						
XPRESS LUBE	\$16.99						
CLASS-A OIL & LUBE CTR II	\$15.89						
ANDREWS AUTO SERVICE	\$12.95	*					

WE, THE UNDERSIGNED, DO HEREBY RECOMMEND THE BID FROM \* ANDREWS AUTO SERVICE BE AWARDED FOR THE FOLLOWING REASON: LOW BIDDER - CONTINGENT UPON ACCEPTABLE PERFORMANCE

RECOMMENDED: DEPT. HEAD  
BUDGET AVAILABILITY: FINANCE DIRECTOR

APPROVAL: CITY MANAGER

Councilman Davis made a motion, seconded by Councilman Shelton, to award the vehicle servicing bid as recommended. Upon call for a vote, the following voted aye:

Mayor Charles Womack  
Vice-Mayor Steve Qualls  
Councilman Jean Davis  
Councilman Sam Sallee  
Councilman Ricky Shelton

The City Clerk announced that the motion carried.

CONSIDER AWARDING BIDS FOR  
TRANSFORMERS, CABLE &  
UNIFORMS – ELECTRIC DEPT.

CITY OF COOKEVILLE  
BID TABULATION SCHEDULE  
BID NOTICE # 03070701

DATE OF BID OPENING: 7/22/2003      TIME: 2:00 PM CST  
BIDS OPENED BY: Glenn Greenwood  
BIDS WITNESSED BY: Brian Bohannon  
DEPARTMENT: Electric

BIDDERS	QTY	item 1 15 KVA CON Transformer		item 2 75 KVA PAD Transformer	
		evaluated cost		evaluated cost	
Stuart Irby		\$ 407.00 \$ 2,442.00	\$ 706.80	\$ 3,283.00 \$ 6,566.00	\$ 5,101.87
Wesco		\$ 440.00 \$ 2,640.00	\$ 757.66	\$ 3,711.00 \$ 7,422.00	\$ 5,626.80
Tennessee Valley Electric Supply		\$ 427.40 \$ 2,564.40	\$ 763.43	\$ 3,467.00 \$ 6,934.00	\$ 5,406.05
Power Supply		\$ 489.00 \$ 2,814.00	\$ 777.75	\$ 3,042.00 \$ 6,084.00	\$ 4,910.93
Hughes Supply (Central Maloney)		\$ 486.00 \$ 2,916.00	\$ 800.53	\$ 3,369.00 \$ 6,738.00	\$ 5,375.57
Hughes Supply (Pauwels)				\$ 2,838.00 \$ 5,676.00	\$ 4,812.24

WE, THE UNDERSIGNED DO HEREBY RECOMMEND THE BID FROM Stuart Irby BE AWARDED FOR THE FOLLOWING REASON: low evaluated bid meeting specs.

RECOMMENDED: DEPT. HEAD  
APPROVAL: CITY MANAGER

**COOKEVILLE CITY COUNCIL  
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## CITY OF COOKEVILLE BID TABULATION SCHEDULE

**BID NOTICE # 03070901**

DATE OF BID OPENING: 7/22/2003  
BIDS OPENED BY: Glenn Greenwood  
BIDS WITNESSED BY: Brian Bohannon  
DEPARTMENT: Electric

TIME: 2:30 PM CST

[illegible]

WE, THE UNDERSIGNED DO HEREBY RECOMMEND THE BID FROM Wesco

BE AWARDED FOR THE FOLLOWING REASON: low bid meeting specs.

RECOMMENDED: DEPT. HEAD

**APPROVAL: CITY MANAGER**

**CITY OF COOKEVILLE  
BID TABULATION SCHEDULE**

**BID NOTICE # 03071101**

DATE OF BID OPENING: 7/28/2003  
BIDS OPENED BY: Glenn Greenwood  
BIDS WITNESSED BY: Jack Mills, Benji Garrett  
DEPARTMENT: Electric

TIME: 2:00 PM CST

	item 1	item 2	item 3	item 4	item 5	item 6	item 7	item 8
<b>BIDDERS</b>	Flame Retard Pants	Flame Retard Shirts	Flame Retard Jacket	Flame Retard Coverall Jkt.	Flame Retard Jkt. Liner	Work Pants (Mechanic)	Short Sleeve Work Shirt	Long Sleeve Work Shirt
<b>Unifirst</b>	<b>\$28.48/ea.</b>	<b>\$38.95/ea.</b>	<b>\$68.95/ea.</b>	<b>\$88.60/ea.</b>	<b>\$87.00/ea.</b>	<b>\$10.40/ea.</b>	<b>\$9.93/ea.</b>	<b>\$11.48/ea.</b>
<b>Mills Linen</b>	<b>\$31.70/ea.</b>	<b>\$39.20/ea.</b>	<b>\$70.95/ea.</b>	<b>\$89.60/ea.</b>	<b>\$88.30/ea.</b>	<b>\$10.60/ea.</b>	<b>\$11.45/ea.</b>	<b>\$12.70/ea.</b>
<b>Aramark Uniforms</b>	<b>\$48.49/ea.</b>	<b>\$62.25/ea.</b>	<b>\$111.94/ea.</b>	<b>\$140.37/ea.</b>	<b>\$138.34/ea.</b>	<b>\$14.59/ea.</b>	<b>\$17.51/ea.</b>	<b>\$19.25/ea.</b>
<b>BIDDERS</b>	item 9	item 10	item 11	item 12	item 13			
	Work Pants Warehouse	Work Pants Metering	T-Shirts	Short Sleeve Polo Shirt	Flame Retard. Coveralls			
<b>Unifirst</b>	<b>\$9.38/ea.</b>	<b>\$12.10/ea.</b>	<b>\$7.99/ea.</b>	<b>\$18.75/ea.</b>	<b>\$148.90/ea.</b>			
<b>Mills Linen</b>	<b>\$12.70/ea.</b>	<b>\$13.10/ea.</b>	No Bid	No Bid	<b>\$150.10/ea.</b>			
<b>Aramark Uniforms</b>	<b>\$19.25/ea.</b>	<b>\$18.46/ea.</b>	<b>\$12.10/ea.</b>	<b>\$17.50/ea.</b>	<b>\$141.09/ea.</b>			

WE, THE UNDERSIGNED DO HEREBY RECOMMEND THE BID FROM Unifirst Aramark Uniforms

BE AWARDED FOR THE FOLLOWING REASON: low bid meeting spec.

RECOMMENDED: DEPT. HEAD

APPROVAL: CITY MANAGER

Councilman Sallee made a motion, seconded by Vice-Mayor Qualls, to award the Electric Department bids as recommended. Upon call for a vote, the following voted aye:

Mayor Charles Womack  
Vice-Mayor Steve Qualls  
Councilman Jean Davis  
Councilman Sam Sallee  
Councilman Ricky Shelton

The City Clerk announced that the motion carried.



COOKEVILLE CITY COUNCIL  
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CONSIDER APPROVAL OF  
SOCCER CONTRACT  
AMENDMENT

MEMORANDUM

TO: City Council  
FROM: Jim Shipley, City Manager  
DATE: August 6, 2003  
RE: Amendment to Soccer Contract

As everyone is aware, the weather has wreaked havoc on the soccer complex project. The city was supposed to have all six fields rough graded and ready to turn over to the contractor by mid-June. The contractor had scheduled his equipment, staff and the required Bermuda grass sprigs accordingly. We now have the fields ready, but sewing the Bermuda this late in the season requires that the amount of sprigs be tripled to assure a good cover next year. One option is to just forget it this year and re-bid the project next spring. There are a couple of problems with that option; (1 We will be required by the state to plant a cover crop on the fields, such as rye grass, to prevent erosion during the winter. The rye grass would then have to be removed next spring, at a considerable cost, plus, we would loose a good bit of the topsoil that we have installed. (2 There is a good chance that the bids we receive next spring will be significantly higher than the current bid, even after this amendment is added to the original contract price. The next low bid was \$214,000. This contract, after the \$21,000 amendment, totals \$159,600.

If it doesn't quit raining, this is a moot point. But I recommend we at least try, surely we will have some dry months ahead.

Councilman Sallee made a motion, seconded by Councilman Shelton, to approve the soccer contract amendment of \$21,000. Upon call for a vote, the following voted aye:

Mayor Charles Womack  
Vice-Mayor Steve Qualls  
Councilman Jean Davis  
Councilman Sam Sallee  
Councilman Ricky Shelton

The City Clerk announced that the motion carried.

Mayor Womack noted that the City of Cookeville was mentioned in USA Today, regarding the Council approval of a methamphetamine ordinance.

Councilman Shelton recognized Mrs. Melinda Keifer, recently resigned as Director of CityScape.

HEARING OF CITIZENS AND/OR DELEGATIONS:

Dr. Ford thanked the Council for their Greenway vision.

There being no further business to discuss, Councilman Davis made a motion, seconded by Councilman Sallee, to adjourn the meeting at 7:30 p.m. Upon call for a vote, the following voted aye:

Mayor Charles Womack  
Vice-Mayor Steve Qualls  
Councilman Jean Davis  
Councilman Sam Sallee  
Councilman Ricky Shelton

The City Clerk announced that the motion carried.

\_\_\_\_\_  
Charles Womack, Mayor

ATTEST:

\_\_\_\_\_  
Stephanie Miller, City Clerk

